

**SOUTHEAST MONMOUTH MUNICIPAL UTILITIES AUTHORITY**  
**MEETING MINUTES**  
**February 1, 2018**  
**9:30 AM**

The Southeast Monmouth Municipal Utilities Authority members met in the Wall Township Municipal Building on February 1, 2018. Present were Spring Lake Borough representative Bryan Dempsey, Wall Township representative Jeff Bertrand, Spring Lake Heights representative Joe May, Brielle Borough representative Bob McArthur and Sea Girt representative Lorraine Carafa. Also present were attorney Mark Kitrick, CFO Steve Mayer, NJWSA Executive Director Beth Gates, NJWSA Chief Engineer Marc Brooks, NJWSA manager Paul McKeon and Wall Township DPW Director Joe Lentini.

The meeting was called to order by Bryan Dempsey .

Bryan Dempsey called for the Salute to the Flag followed by a moment of silence.

Roll-call was taken by Phyllis Heinle.

Bryan Dempsey called for a motion to approve the November 2, 2017 Meeting Minutes.

Joe May made a motion to approve the minutes.

Jeffry Bertrand seconded the motion and upon roll-call the members voted as follows:

Bob McArthur	Yea
Joseph May	Abstain
Lorraine Carafa	Absent
Jeffry Bertrand	Yea
Bryan Dempsey	Yea

There being 3 yeas and one abstain, the November 2, 2017 Meeting Minutes were approved.

Bryan Dempsey called for a motion to approve the December 7, 2017 Meeting Minutes.

Lorraine Carafa made a motion to approve the minutes.

Bob McArthur seconded the motion and upon roll-call the members voted as follows:

Bob McArthur	Yea
Joseph May	Abstain
Lorraine Carafa	Abstain
Jeffry Bertrand	Yea
Bryan Dempsey	Yea

There being 3 yeas and two abstains, the December 7, 2017 Meeting Minutes were approved.

Bryan Dempsey called for a motion to approve the January 12, 2018 Meeting Minutes.

Jeffry Bertrand made a motion to approve the minutes.

Joe May seconded the motion and upon roll-call the members voted as follows:

Bob McArthur	Yea
Joseph May	Yea
Lorraine Carafa	Abstain
Jeffry Bertrand	Yea
Bryan Dempsey	Yea

There being 4 yeas and one abstain, the January 12, 2018 Meeting Minutes were approved.

Bryan Dempsey called for a motion to approve the February Bill List in the amount of \$224,641.34.

Bryan Dempsey called for a motion to add the H2M bill for the hydraulic study in the amount of \$5,816.50.

The H2M bill had been omitted due to the Township computer system failure.

Jeffry Bertrand made a motion to approve the HWM bill for payment.

Bob McArthur seconded the motion and upon roll-call the members voted as follows:

Bob McArthur	Yea
Lorraine Carafa	Yea
Joseph May	Yea
Jeffry Bertrand	Yea
Bryan Dempsey	Yea

There being 5 yeas and no nays, Bryan Dempsey declared the H2M bill approved.

Lorraine Carafa made a motion to approve the February bill list.

Joe May seconded the motion and upon roll-call the members voted as follows:

Bob McArthur	Yea
Lorraine Carafa	Yea
Joseph May	Yea
Jeffry Bertrand	Yea
Bryan Dempsey	Yea

There being 5 yeas and no nays, Bryan Dempsey declared the bill list approve

In old business, Mark Kitrick said Co-Op participation request had been approved by the state extending through Sept. 6, 2022. Five separate Bids had been noticed effective 2/1/18 with an opening date of 2/16/18.

Beth Gates presented the members with the Water Treatment Plant Capital Improvement Plant Overview 2008-2027, showing Projects, their priority or status, renewal/replacement/rehab type, asset type and estimated annual costs through 2027.

Marc Brooks discussed the asset management plan and capital improvement projection plan.

Paul McKeon presented a flow diagram chart in explanation of the Improvement Plan Overview for 2008-2027. He explained that the engineers they have spoken with will prepare a schematic design of what needs to be done.

Bryan Dempsey questioned why the NJWSA was soliciting bids for engineering consultant considering H2M is the appointed engineer for each member town of SMMUA as well as the Authority. They have prepared the hydraulic study and have designed the Brielle water tank inspection and the Wall Township tank inspection and designed the Brielle tank and analyzed where to place the Wall tank and that as the owner, SMMUA should be the hiring agent. Jeffry Bertrand also discussed SMMUA's ownership of the plant and that as the owner should be hiring who is doing the work.

Discussion followed with Marc Brooks explaining that as a state agency they had procedures to follow and they would not be able to manage the work if they didn't hire the engineer but they would do what the SMMUA prefers. He discussed the RFP they have advertised and their method of reviewing submissions.

Beth Gates said their process is transparent and SMMUA could take over and handle on its own.

It was agreed that NJWSA would not withdraw their RFP. BG suggested having a team to review proposals and suggested having a SMMUA member designated to assist in the proposal review. Joe May was nominated by the board to be the designated member and Beth Gates will forward copies of proposals to him.

It was agreed that a choice would be made in a public setting.

Beth Gates complimented the board on their level of cooperation among the member towns of SMMUA and invited all the members to visit the NJWSA plant.

Mark Kitrick suggested having the March meeting at the NJWSA plant and the all members being in agreement the March meeting will be held at the plant.

Jeff Bertrand requested going into closed session for further discussion and called for a motion to close public session and go into closed session.

Bob McArthur made a motion to close public session and go into closed session.

Joe May seconded the motion and the members voted as follows:

Bob McArthur	Yea
Lorraine Carafa	Absent for vote
Joseph May	Yea
Jeffry Bertrand	Yea
Bryan Dempsey	Absent for vote

There being 3 yeas and no nays, the Public Meeting adjourned at 10:28 to go into closed session..

The Public Meeting reopened at 10:50 AM.

There being no further old or new business, Jeff Bertrand made a motion to adjourn, was seconded by Bob McArthur and all being agreement the meeting adjourned at 10:54 AM